

**EAST LYME BOARD OF FINANCE
REGULAR MEETING MINUTES
Wednesday, FEBRUARY 12th, 2014**

Members In Attendance: Steve Kelley, Chairman
Lisa Picarazzi, Secretary
Camille Alberti
Steve Carpenteri
Beth Hogan

FILED IN EAST LYME
CONNECTICUT
Feb 18, 2014 AT 10:00 AM PM
Kaun Salvo &...
EAST LYME TOWN CLERK

Also In Attendance: Paul Formica, First Selectman
Anna Johnson, Finance Director

Absent: Steve Harney

A. Call Meeting to Order

Mr. Kelley called this Regular Meeting of the East Lyme Board of Finance to order at 7:00 PM.

B. Pledge of Allegiance

Mr. Kelley led the assembly in the Pledge.

C. Delegations

Mr. Kelley called for delegations.
There were no delegations.

D. Approval of Minutes

▪ **Wednesday, January 15, 2014 – Regular Meeting**

Mr. Kelley called for a motion for approval or any changes to the Board of Finance January 15, 2014 Regular Meeting Minutes.

Ms. Alberti said that on page 3 where she is speaking in the third paragraph that she did not feel that it conveyed the message she intended – as she wanted the message to be that the Board of Ed should try to be incorporated into the existing system. The first line should be changed to read: Ms. Alberti asked if the Board of Ed be considered to come into the Town's existing accounting system as an option.

****MOTION (1)**

Ms. Picarazzi moved to approve the Board of Finance Regular Meeting Minutes of January 15, 2014 as amended.

Mr. Carpenteri seconded the motion.

Vote: 5 – 0 – 0. Motion passed.

E. Reports

◆ **First Selectman**

Mr. Formica reported on the following:

- The Army corps permit and the DEEP permit have been received for the Boardwalk and 20 people picked up the bid packets. They have \$4.7M and are hoping to come in well under that figure. The appropriation for this project should be coming before this Board on March 12, 2014 and then to a Town Meeting on March 19, 2014. This would bring the bid award to April. He said that they are making provisions for the Boardwalk to be open during construction. There will be a presentation on this at the Board of Selectmen meeting on February 26, 2014 and they are all invited to attend.

- Regarding the initial Board of Ed increase request of 4.88% he said that the insurance figures are a bit inflated in both budgets as they are hoping for adjustments. The Para-professionals insurance has been put off for a year so \$372,000 will be able to come out of the BOE budget. They are also hoping to be able to modify the teacher evaluations cost of \$250,000. Also, the BOE has asked for more time on their budget and he suggested a date of March 10, 2014 as the Board of Selectmen can only offer suggestions to the Board of Finance on the budget. He further suggested having a potential joint Board of Selectmen/Board of Finance meeting to hear the Board of Ed presentation – perhaps at the March 12, 2014 Board of Finance meeting.
- He noted that they have all been hearing about the issues of salt with all the storms and stated that we are okay here.
- The Board of Ed has voted on and hired an architectural design firm at their last meeting at a cost of \$91,400. They are charged with looking into the construction/reconstruction of the elementary schools. The original intent was to have this information for next year at the end of the fiscal year. However; they will hold community outreach informational meetings and it would have to go to a referendum vote and then it would depend on if or once it is passed as it would then have to go to the State for a year review with them – so the time has been pushed out. Also – there is a \$40,000 line item in their budget that would go towards the \$91,400 with the rest coming from LEARN monies. While they are proposing a 4.88% increase there are a number of items coming out that can pare it down.

Ms. Picarazzi said that with reference to the \$91,400 for the architect that this year they had received three options for the schools and she wanted to know how this study would be different from that. Mr. Formica said that it may be more detailed/specific and suggested that Ms. Picarazzi ask the Committee that question.

Ms. Picarazzi said that she thought that they had received communication from the Attorney on how non-academic recommendations for the Board of Ed are handled and asked if they have to submit something back in writing if our recommendations are not accepted. Mr. Formica said that he was not sure of the practicality of that here especially when their budget is coming on March 10, 2014.

Mr. Kelley said that he believes that it said that they have to respond to our non-educational comments only.

Ms. Hogan said that she thought that it does not really change anything except with the response in writing.

Mr. Formica noted that we have a very good working relationship with the Board of Ed and that it appears that communication was meant more for the municipalities where the two are in conflict with each other.

Ms. Hogan asked about the teacher evaluations as she had thought that she heard that they were delayed.

Mr. Formica said that the original plan would have called for 81 days of administrative time to comply with the mandate. The 'delay' would have only reduced it by an 8 day net effect.

Ms. Hogan asked if that means that it has no effect on what the Board of Ed has said that they need to hire to do this evaluation.

Mr. Formica said that it really does not change that. He added that he suspects that the Board of Ed will come looking to hire retired professionals per diem to help with this.

Ms. Hogan asked what happens if this does not go forward and it is in the budget – could we get the money back from the Board of Ed or does this make it difficult.

Ms. Johnson suggested that the money could be put in a contingency account and released only if they find that the evaluations are going forward.

Ms. Hogan asked if it looks like they will be getting an increase in ECS funding.

Mr. Formica said that it looks flat right now and added that PILOT is \$83,000 less but all the figures are very preliminary.

◆ **Finance Director**

Ms. Johnson said that her monthly report and the reports were in their packets and asked if they had any questions.

Ms. Picarazzi asked about the Board of Ed budget noting that the per pupil services looks to be expended.

Ms. Johnson said that they are expecting to meet their needs at this point in time. They will move money from other line items as necessary to do that.

Mr. Kelley asked about the Police Overtime at 78% of budget and the Dispatch Overtime at 84%.

Ms. Johnson said that they are keeping an eye on it.

F. New Business

a. Special Appropriation – \$15,000 Playscape at Bridebrook Park

Mr. Formica explained that this is one of those things that fell through the crack and while it was passed – it did not happen during the time frame of the fiscal year. The project does not change and this is just the process to be able to use the money which was remaining from last year's budget for this intended project.

****MOTION (2)**

Mr. Carpenteri moved to approve a Special Appropriation in the amount of \$15,000 from undesignated fund balance for the purchase of a playscape at Samuel Peretz Park at Bridebrook.

Ms. Hogan seconded the motion.

Vote: 5 – 0 – 0. Motion passed.

Mr. Kelley noted that this requires Town Meeting approval.

b. 2014 - 2015 BOF Proposed Budget Review Schedule

Mr. Kelley noted that they might also have a Board of Ed presentation at their March 12, 2014 Regular Meeting and that is also the evening that they will receive their budget books. He asked that anyone who could not attend a meeting, please submit any questions that they might have to him prior to the meeting so that they could be asked.

The consensus of the Board was that the proposed budget review schedule was okay as presented.
(Copy attached)

G. Old Business

There was none.

H. Public Discussion

Mr. Kelley called for Public Discussion.

There was none.

I. Board Comments

Mr. Kelley called for any comments from the Board members.

Mr. Kelley said that Ms. Johnson had provided them with remaining money from each department as of 6/30/2013 and asked if they could have the last three (3) years worth of remaining dollars in each department budget.

Ms. Johnson said that she would get that information for them.

J. Adjournment

Mr. Kelley called for a motion to adjourn.

****MOTION (5)**

Ms. Picarazzi moved to adjourn this Regular Meeting of the East Lyme Board of Finance at 7:42 PM.

Ms. Alberti seconded the motion.

Vote: 5 – 0 – 0. Motion passed.

Respectfully submitted,

Karen Zmitruk,
Recording Secretary

**Board of Finance
Budget Review Meeting Schedule
FY 2014/2015
Town Hall - Upper Meeting Room**

**Wednesday, March 12, 2014
Regular Meeting @ 7 PM**

Presentation of Budget & Overview by First Selectman
Review of Projected Revenues

**Thursday, March 27, 2014
Special Meeting @ 7 PM (Reviews)**
Board of Education #999

**Monday, March 17, 2014
Special Meeting @ 6:30 PM (Reviews)**

Assessor	#102
Tax Collector	#103
Bd. Of Assessment Appeals	#127
Building Dept.	#104
Human Resources	#106
Commission on Aging	#418
First Selectman	#101
Finance Department	#118
Health & Welfare	#419
Police	#216
Debt Service Int. & Principal	#522-3
Long Range Capital Plan	

**Monday, March 31, 2014
Special Meeting @ 6:30 PM (Reviews)**

Registrars	#110
Smith Harris House	#134
Board of Finance	#126
Gen. Govt. & Misc. Benefits	#114
Contingency	#120
CNRE	

**Wednesday, April 9, 2014
Regular Meeting @ 7 PM**
Deliberations

**Thursday, March 20, 2014
Special Meeting @ 6:30 PM (Reviews)**

Town Clerk	#107
Town Engineer	#105
Building Maintenance	#113
Public Works	#317
Information Technology	#109
Library (Culture & Rec)	#420
Parks & Rec & Youth Svces	#421

**Monday, April 14, 2014
Special Meeting @ 6:30 PM**
Deliberations, if necessary

**Monday, March 24, 2014
Special Meeting @ 6:30 PM (Reviews)**

Planning Dept. & Commission	#117
Inland/Wetlands Agency	#132
Zoning	#116
Economic Development	#131
Ledge Light Health District	#108
Niantic Fire Dept.	#217
Flanders Fire Dept.	#218
Emergency Management	#224
Animal Control	#226
Services to Community	#115

Monday, April 21, 2014
Public Hearing on the Budget at 7 PM
Special Meeting after Public Hearing in
INTV Room

Monday, May 12, 2014
Town Meeting on the Budget

Approved at Regular Meeting of February 12, 2014

FILED IN EAST LYME
CONNECTICUT
Feb 18 2014 AT 10:00 AM/PM
[Signature]
EAST LYME TOWN CLERK